

Under the authority of Section 308(a) of the Clean Water Act, 33 U.S.C. § 1318(a), the United States Environmental Protection Agency, Region 9 (“EPA”) requires the City and County of San Francisco (“City”) to provide to EPA the information described below (“Request for Information”). This Request for Information in no way alters or relieves the City of other legal responsibilities or restrictions imposed on operations at the Site at the federal, state or local government level.

DEFINITIONS

The following terms shall have the following definitions for this Request for Information:

1. “Combined Sewer System” means all parts of the collection system owned or operated by the City that are intended to convey municipal sewage (domestic, commercial, and industrial wastewaters) and stormwater.
2. “Document” means all written, recorded, computer generated, or visually or aurally reproduced materials of any kind in any medium in your possession, custody or control or known by you to exist, including all originals, drafts and non-identical copies. The term includes, without limitation, all reports, studies, surveys, plans, transcripts, permits, licenses, deeds, maps, drawings, schematics, specifications, instructions, calculations, monitoring data, rental records, contracts, agreements, bid documents, purchase orders, work orders, invoices, payment records, spreadsheets, communication records, correspondence, notes, memoranda, photographs, and videos.
3. “Event” means an Excursion, Spill, or Private Property Backup.
4. “Excursion” means a release or diversion of untreated or partially-treated wastewater from the Combined Sewer System that exits the system temporarily and then re-enters it. Excursions are caused by blockages or flow conditions within the publicly-owned portion of the Combined Sewer System and can occur in public rights of way or on private property. Excursions do not include releases from privately-owned sewer laterals or authorized combined sewer discharges from any outfall permitted under the NPDES Nos. CA0037681 or CA0037664. Excursion includes releases or diversions that are caused solely or in part by a lack of hydraulic capacity or excessive surcharge, including surcharges that occur in response to rain storms of any size, whether or not the pipe complies with the City’s 5-year, 3-hour design storm standard.
5. “Excursion Database” means the Excursion Database as defined in Provision VI.C.4.c.ii.a of NPDES Permit No. CA0037664.
6. “Private Property Backup” means a release, diversion, or backup of sewage or combined sewage from building drains, plumbing fixtures, or a private lateral vent that is caused by blockages, flow conditions, or other malfunctions in the

- Combined Sewer System or Sanitary Sewer System, whether or not the private property is required to have a device to prevent sewage or combined sewage from entering the private property. This includes releases, diversions, or backups that are caused solely or in part by a lack of hydraulic capacity or excessive surcharge, including surcharges that occur in response to rain storms of any size, whether or not the pipe complies with the City's 5-year, 3-hour design storm standard.
7. "Sanitary Sewer System" means all parts of the collection system owned or operated by the City that are intended to convey municipal sewage (domestic, commercial, and industrial wastewaters) and not stormwater.
 8. "Service Area" means the area served by the City's collection systems including the Combined Sewer System as well as the Sanitary Sewer System.
 9. "Spill" means any release of wastewater from any point in the Sanitary Sewer System or Combined Sewer System that does not enter or re-enter the Combined Sewer System. Spills do not include releases from privately-owned sewer laterals or authorized combined sewer discharges from any outfall permitted under the NPDES Nos. CA0037681 and CA0037664. Spill includes releases or diversions that are caused solely or in part by a lack of hydraulic capacity or excessive surcharge, including surcharges that occur in response to rain storms of any size, whether or not the pipe complies with the City's 5-year, 3-hour design storm standard.

REQUEST FOR INFORMATION

1. By March 7, 2016, provide information as specified in Item 4 below using the Appendix A Spreadsheet Reporting Template of all Spills that have occurred from October 1, 2011 through receipt of this Request for Information throughout the Service Area.
2. By March 21, 2016, provide information as specified in Item 4 below using the Appendix A Spreadsheet Reporting Template of all Excursions that have occurred from October 1, 2011 through receipt of this Request for Information throughout the Service Area.
3. Immediately upon receipt of this Request for Information through June 2016, compile information, as specified in Item 4 and using the Appendix A Spreadsheet Reporting Template for each Event for submittal to EPA on the 10th day of each month. If the 10th day of the month falls on a weekend or state or federal holiday, the report is due the following business day. The first Monthly Report is due March 10, 2016.

4. Unless otherwise specified, the following requested information is applicable to Request Nos. 1 through 3. If the information is not available or cannot be obtained, so state.
 - a. Location, including latitude and longitude, street address, zip code, cross street, and asset number.
 - b. Destination(s), including whether the Event was fully captured and routed to the Combined Sewer System and whether any portion of it entered a drainage channel, surface water, the municipal separate storm sewer system or any other conveyance that does not flow to the Combined Sewer System or if it soaked into the ground.
 - c. Estimated volume in gallons of each Event, from the time the Event began to the time the Event ended, regardless of the destination.
 - i. For Item Nos 1 through 2, explain how the volume was estimated or why it was not estimated, and submit any photographs taken.
 - ii. For Item No. 3, estimate the volume by using best engineering practice to choose from the following methods to suit the circumstance: Method 2 or Method 3 described in Appendix B, or methods (other than the Visual or Eyeball Method) described in Appendices C and D, and specify the method chosen. Take photographs of each Event.
 - d. Estimated date and time the Event began as well as the end date and time and methodology used to estimate the date and time the Event began.
 - e. Date and time the Event was reported to the City.
 - f. Operator arrival date and time.
 - g. Source (e.g. manhole, catch basin, vent trap).
 - h. Cause, including location (e.g. mainline blockage, roots, broken pipe, lack of hydraulic capacity, excessive surcharge).
 - i. Whether the Event was associated with a storm event.
 - j. Describe Event response activities including steps taken to mitigate and clean up the Event and if disinfection was used.
 - k. Corrective actions taken, including steps taken or planned to reduce, eliminate, and prevent reoccurrence.

- l. Parameters for which samples were analyzed and results.
- m. Notifications
 - i. Identify the date and time the County Health Officer was notified by the City and health warnings were posted. If the County Health Officer was not notified or health warnings were not posted, so state.
 1. If health warnings were posted, provide the location of the postings, the date and time warnings were posted, and the date and time warnings were removed.
 - ii. Identify the date and time the San Francisco Bay Regional Water Quality Control Board and the San Francisco County Department of Public Health were notified for Events over 1,000 gallons. If these agencies were not notified, so state.
 - iii. Identify the date and time the Event was reported to the California Integrated Water Quality System or if not reported, so state.
- n. Whether a beach was affected and, if so, provide the name of the beach, along with a description of the impact and its duration.
- o. Whether the City notified California Emergency Management Agency (CalEMA), and if so, provide the control number, and date and time CalEMA was called.
- p. Whether the City reported the Event in the 2014 or 2015 Annual Report required by Provision VI.C.4.c.ii.c of NPDES Permit No. CA0037664.
- q. Any narrative comments or descriptions for each Event tracked in the City's Excursion Database or on work orders generated in response to the Event.